



EMPLOYMENT OPPORTUNITY

ASSISTANT SHERIFF/COMMANDER

NOTE: This classification is not covered by Social Security which may result in a possible reduction in future Social Security benefit entitlement.

SALARY AND BENEFITS

\$25.61 - \$30.89 per hour, plus benefits

FILING DEADLINE

5:00 p.m. November 5, 2010

DUTIES AND RESPONSIBILITIES

The Assistant Sheriff/Commander serves as a Division Commander for the Department; assists the Sheriff in planning, directing and organizing activities in the Sheriff's Office. The major duties include:

- Manage and administer the Adult Detention Facility and/or the Operations Division of the Sheriff's Department.
- Assist in implementing the goals and policies of the Department.
- Manages the activities of supervisors and staff within the Department.
- Coordinates activities and interests of the Department with other divisions; local, state, and federal agencies; other County offices.
- Oversees the operations, morale and discipline of personnel, physical facilities and equipment.
- Evaluates complaints against the Department, directs or conducts internal investigations.
- Reports to the Sheriff or Undersheriff in his absence; may be required to assume the duties of the Undersheriff or Sheriff in their absence.

MINIMUM QUALIFICATIONS

Education: Equivalent to the completion of the twelfth grade with additional course work in police science, criminal justice, or a related field preferred.

Experience: Six years of uniformed law enforcement experience in or equivalent to the County Sheriff's Office. Two years of supervisory experience as a law enforcement officer. (Experience in an institutional setting is not necessarily qualifying.)

License: Possession of, or ability to obtain and maintain a California driver's license. Possess or the ability to obtain and maintain a P.O.S.T. Supervisory Certificate.

SELECTION PROCESS

Application materials will be reviewed, and the best-qualified applicants will be invited to Susanville to participate in interviews.

HOW TO APPLY

It is your responsibility to provide specific, accurate and complete information describing how you meet the minimum qualifications. Applications may be obtained at the Personnel Department, at the address listed below, or by visiting our website at www.co.lassen.ca.us. Qualified applicants are invited to submit an official Lassen County application to:

Lassen County Personnel Department
221 South Roop Street Ste. 3
Susanville, California 96130

☎ (530) 251 -8320 ☎

Opened October 8, 2010

🔊 GENERAL INFORMATION 🔊

Lassen County is an equal opportunity employer hiring employment eligible applicants.

Disabled applicants who require special testing arrangements should contact the Personnel Department prior to the filing deadline.

In accordance with the Immigration Reform and Control Act, applicants must provide acceptable proof of identity or authorization to work in the United States.

A thorough background investigation will be conducted prior to employment. The investigation may include reference checks, fingerprinting, credit check, driver history and inquiry to local, state and federal files to obtain criminal history information.

Lassen County requires pre-employment drug screening.

All applicants who meet the minimum qualifications are *not* guaranteed advancement through any subsequent phase of the selection process.

Selection processes may include, but are not limited to, one or more of the following: application review, competitive screening, written examination, performance examination, and/or oral examination.

This bulletin is solely for the purpose of announcing a job opening. It does not constitute a contract, expressed or implied, and any provisions contained herein may be modified or revised without notice.